



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
3/30/2022 7:30 PM  
Conducted by Remote Participation – Zoom Meeting

ATTENDEES

Gibian	A	Padaria	P	Harmer	A	Tosti	P
Blundell	P	Migliazzo	P	LaCourt	P	Nascimento	A
Ellis	L	Wallach	P	Jones	P	Deshler	P
Healy	P	Foskett	P	Kocur	A	Carman	A
Beck	P	Crawford Pokress	A	Kellar	P	McKenna	P
						Bradley	P

P indicates Present; L indicates late; A indicates Absent

Visitors: Julie Wayman (Town Management Analyst), Sandy Pooler (Deputy Town Manager/Finance Director), Anne Goodwin (Article 16 proponent), Alicia Russell (Article 16 proponent), JoAnn Robinson (Arlington Historical Commission Co-Chair)

INTRODUCTION

1. Foskett read the rules for the meeting as formulated by Town Counsel based on the Governor's authorization. All votes, unless unanimous, must be by roll call. Attendance was taken by roll call. A vote of "unanimous" means "unanimous vote by all present". The Chair votes only when there is a tie.

MINUTES

1. 3/28/2022 Meeting Minutes were accepted with 11 in favor, one abstention (Padaria) and one member joining after this vote (Ellis).

BUDGETS AND ARTICLES

1. Net Zero Greenhouse Gas Emissions (Warrant Article No. 9)
  - a. A Building Electrification Study is underway at a few schools.
  - b. Foskett motions that the committee provide a "will report" on this article at Town Meeting with no objections. The Select Board voted no action on this.
  - c. VOTE: the committee approved no action on this article unanimously.
2. PEG Access Budget (Warrant Article No. 46)
  - a. VOTE: the committee approved the PEG Access budget unanimously totaling \$809,277 in revenues and \$809,273 in expenses.

3. Collective Bargaining (Warrant Article No. 49)
  - a. The town is in negotiations with several unions. The Town Manager office had no final agreements to share.
  - b. VOTE: the committee approved the Collective Bargaining salary reserve budget unanimously totaling \$1,323,572.
4. Town Celebrations and Events (Warrant Article No. 57)
  - a. VOTE: the committee approved the Town Celebrations and Events budget unanimously totaling \$15,167 according to the following allocations:
    - I. Veterans' Day Parade, Memorial Day Observation and Patriots Day Celebration: \$5,667
    - II. Placing of Flags on Graves of Veterans: \$4,500
    - III. Town Day Celebration: \$5,000
5. Miscellaneous (WA No. 58)
  - a. Wayman reported the FY23 indemnification figure for FY23 is \$10,941. This figure is from the doctor who reviews the town claims.
  - b. VOTE: the committee approved the Miscellaneous budget totaling \$10,941 with 12 in favor and one abstention (McKenna).
6. Transportation Infrastructure Fund (WA No. 59)
  - a. Safety improvements – sidewalks around Center
  - b. \$13,807.20 -- from rideshare revenues collected by the State
  - c. VOTE: the committee unanimously accepted the appropriation of \$13,807.20.
7. Financial Estimates & Budget Documents (Warrant Article No. 24) has not yet been heard by the Select Board. The Select Board will be providing a "will report" to Town Meeting.
8. Parking Benefit District Expenditures (Warrant Article No. 47)
  - a. The Parking District Fund Balance as of 7/1/21 was \$472,723.
  - b. VOTE: the committee unanimously accepted a motion to endorse the fund budget totaling \$487,540 in expenses and \$309,260 in revenues with the balance from the District Fund balance.
9. Amendments to FY22 Budget (Warrant Article No. 52)
  - a. These changes will be included in the Special Town Meeting.
  - b. VOTE: the committee unanimously accepted a motion of no action.
10. Long Term Stabilization Fund (Warrant Article No. 70)
  - a. VOTE: the committee unanimously approved an appropriation of \$100,000 to the Long Term Stabilization Fund.
11. Overlay Reserve (Warrant Article No. 69)
  - a. VOTE: the committee unanimously accepted a motion that the sum of \$750,000 be and hereby is appropriated, to be transferred from Overlay Reserve Surplus Accounts of previous fiscal years, said sum to be utilized in the determination of the tax rate.
12. Cemetery (Warrant Article No. 68)

- a. VOTE: the committee unanimously approved that the Town transfers \$180,000 to the Cemetery Commissioners for the care of Town cemeteries, said sums to be taken from the "Sale of Lots and Graves" and/or "Perpetual Care Fund".
13. Noise Regulations for Gas Powered Leaf Blowers (Warrant Article No. 16)
- a. Anne Goodwin and Alicia Russell presented information regarding anticipated town owned leaf blower costs, permitting and education costs.
  - b. VOTE: a motion to take no position on this article was accepted unanimously.
14. Arlington Historical Commission (Warrant Article No. 56-a)
- a. The Arlington Historical Commission requested an increase in their FY23 budget.
  - b. VOTE: the committee approved a budget of \$5,000 for the Arlington Historical Commission in FY2023 with 11 in favor, one abstention (Foskett) and one member absent from the vote (Ellis).
  - c. Note that Deshler was serving as chair during this hearing.

15. Summary

Budget #	Budget Name	Amount	Status
WA 9	Net Zero Greenhouse Gas Emissions		No Action
WA 46	PEG Access	\$809,277 – Revenues \$809,273 – Expenses	Approved
WA 49	Collective Bargaining	\$1,323,572	Approved
WA 57	Town Celebrations & Events	\$15,167	Approved
WA 58	Miscellaneous	\$10,941	Approved
WA 59	Transportation Infrastructure Fund	\$13,807.20	Accepted
WA 24	Financial Estimates & Budget Documents		Select Board will report
WA 47	Parking Benefit District Expenditures	\$487,540 – Expenses \$309,260 – Revenues	Accepted
WA 52	Amendments to FY22 Budget		No Action
WA 70	Long Term Stabilization Fund	\$100,000	Approved
WA 69	Overlay Reserve	\$750,000	Accepted
WA 68	Cemetery	\$180,000	Approved
WA 16	Noise Regulations for Gas Powered Leaf Blowers		No Position
WA 56-a	Arlington Historical Commission	\$5,000	Approved

CONCLUSION

The meeting adjourned at 9:47 PM.

The next meeting is Monday, April 4, 2022 at 7:30 PM.

Tara Bradley  
4/4/2022

Reference 1: ACMI Budget Summary

Reference 2a: Parking Benefit District Report FY23

Reference 2b: Parking Benefit District Report FY23 Notated

Reference 2c: Parking Benefit District Email Thread  
Reference 3a: Leaf Blowers Materials Email  
Reference 3b: Leaf Blowers Proposal  
Reference 4: AHC Budget Increase Request Letter

2023 Peg Access Budget	Amount
Total operating revenue anticipated from cable providers:	\$692,621
Total capital revenue anticipated from cable providers:	\$113,076
Misc. Income (including membership dues, workshops interest & donations:	\$3,580
Total Operating Expenses (including salaries and taxes)	\$809,277
Salaries and Taxes:	\$505,557
Expenses	\$190,640
Capital	\$113,076
Total	\$809,273

**Arlington Parking Fund and Arlington Center Parking Benefit District Statement of Revenues & Expenditures**

**Expenditures**

	<b>Projected FY22</b>
Maintenance and Operation	
IPS,CC, Coin Collection	\$115,188
Lease Payments	\$29,280
Share of Parking Enforcement	\$104,660
Multi-Space Meters	\$50,070
Multi-Space Meters	
Parking Benefit District	\$20,000
<b>Total</b>	<b>\$319,198</b>

<b>Projected FY23</b>
\$111,800
\$6,000
\$105,000
\$64,740
\$200,000
<b>\$487,540</b>

**Revenues**

	<b>Projected FY22</b>	<b>FY22 Actual 3/23/22</b>	<b>Projected FY23</b>
Single Space Meters	\$59,166.67	\$44,375	\$60,350
Multi-Space Meters	\$147,945.53	\$110,959	\$150,904
Charging Station	\$8,013.33	\$6,010	\$8,174
Pay by Phone	\$83,793.33	\$62,845	\$85,469
Interest	\$4,320.00	\$3,240	\$4,363
<b>Total</b>	<b>\$303,239</b>	<b>\$227,429</b>	<b>\$309,260</b>

**Proposed FY22 Parking Benefit District Budget****FY 23 Parking Benefit District**

Arlington Center Sidewalk and Broadway Plaza Improvements		Chestnut Street Safety Improvements	\$50,000
Russell Common Lot Improvements		Russell Common Lot	\$65,000
Snow Removal	\$10,000		
Seasonal Planting in Center	\$20,000	Seasonal Plantings	\$20,000
Planter and Tree Watering		Sidewalk on Old Mystic St. west of Mystic/Pleasant St.	\$40,000
Sidewalk Cleaning		RR Lot Blue Bike Station	\$25,000
<b>Total</b>	<b>\$30,000</b>	<b>Total</b>	<b>\$200,000</b>

**Revenue History**

	<b>FY20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Actual YTD March 23, 2022</b>
Single Space Meters	\$259,798.57	\$64,725.93	\$44,375
Multi-Space Meters	\$139,985.67	\$31,037.24	\$110,959
Charging Station	\$5,317.92	\$6,124.22	\$6,010
Pay by Phone		\$28,738.18	\$62,845
Interest	\$11,824.39	\$10,998.61	\$3,240
<b>Total</b>	<b>\$416,927</b>	<b>\$141,624</b>	<b>\$227,429</b>

Carry Forward SOY 7.1.21

\$472,723

## Cash Balance Parking District Fund

Parking District Fund Balance 7/1/21	472,723
Revenues FY 22 - Estimated	303,239
Expenditures FY 22 Estimated	<u>(319,198)</u>
Balance 6/30/22	456,764
Revenues FY 22 - Estimated	309,260
Expenditures FY 22 Estimated	<u>(487,540)</u>
Ending Cash Balance 6/30/22 Estimated	<u><u>278,484</u></u>

## Arlington Parking Fund and Arlington Center Parking Benefit District

Expenditures	Projected FY22	Projected FY23	
<b>Maintenance and Operation</b>			
IPS, CC Fee, Coin Collection	115,188	111,800	For Meters
Lease Payments	29,280	6,000	For Spaces next to Library
Parking Enforcement/Admin	104,660	105,000	
Meter Upgrade Modem	50,070	64,740	Budget for new 4G meters
Parking Benefit District	20,000	200,000	See below
Total	319,198	487,540	

## Revenues

	Projected FY22	FY22 Actual 3/23/22	Projected FY 23
Single Space Meters	59,167	44,375	60,350
Multi-Space Meters	147,945	110,959	150,904
Charging Station	8,013	6,010	8,174
Pay by Phone	83,793	62,845	85,469
Interest	4,320	3,240	4,363
Total	303,239	227,429	309,260

## Proposed FY22 Parking Benefit District Budget FY23 Parking Benefit District

Arlington Center Sidewalk and Broadway Plaza Improvements		Chestnut Street Safety Improvements	50,000	Expansion of Parking District
Russell Common Lot Improvements		Russell Common Lot	65,000	Lighting & Landscaping
Snow Removal	10,000			
Seasonal Planting in Center	20,000	Seasonal Plantings	20,000	
Planter and Tree Watering		Sidewalk on Old Mystic St., west of Mystic/Pleasant St.	40,000	
Sidewalk Cleaning		RR Lot Blue Bike Station	25,000	
Total	30,000	Total	200,000	

## Revenues

	FY20 Actual	FY21 Actual	FY22 Actual YTD March 23, 2022
Single Space Meters	259,799	64,726	44,375
Multi-Space Meters	139,986	31,037	110,959
Charging Station	5,318	6,124	6,010
Pay by Phone	N/A	28,738	62,845
Interest	11,824	10,991	3,240
Total	416,927	141,616	227,429



## Cash Balance Parking District Fund

Parking District Fund Balance 7/1/21	472,723
Revenues FY 22 - Estimated	303,239
Expenditures FY 22 Estimated	<u>(319,198)</u>
Balance 6/30/22	456,764
Revenues FY 22 - Estimated	309,260
Expenditures FY 22 Estimated	<u>(487,540)</u>
Ending Cash Balance 6/30/22 Estimated	<u><u>278,484</u></u>

**From:** Tara Bradley <tarawbradley@gmail.com>  
**To:** Tara Bradley <tbradley@town.arlington.ma.us>  
**Date:** 03/30/2022 04:37 PM  
**Subject:** Fwd: Parking Budget

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----- Forwarded message -----

From: **Adam Chapdelaine** <[AChapdelaine@town.arlington.ma.us](mailto:AChapdelaine@town.arlington.ma.us)>  
Date: Wed, Mar 30, 2022 at 2:56 PM  
Subject: Re: Parking Budget  
To: Brian Beck <[bsbcpa@aol.com](mailto:bsbcpa@aol.com)>, <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>, <[JWayman@town.arlington.ma.us](mailto:JWayman@town.arlington.ma.us)>, <[tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)>

Hi Brian,

The Select Board voted to add Chestnut Street to the PBD at its meeting on 2/23/22.

Best,  
Adam W. Chapdelaine  
Town Manager  
Town of Arlington  
[730 Massachusetts Avenue](#)  
[Arlington, MA 02476](#)  
(781) 316-3010

*Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.*

From: Brian Beck <[bsbcpa@aol.com](mailto:bsbcpa@aol.com)>  
To: "SPooler@town.arlington.ma.us" <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>, "JWayman@town.arlington.ma.us" <[JWayman@town.arlington.ma.us](mailto:JWayman@town.arlington.ma.us)>, "[tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)" <[tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)>, "[AChapdelaine@town.arlington.ma.us](mailto:AChapdelaine@town.arlington.ma.us)" <[AChapdelaine@town.arlington.ma.us](mailto:AChapdelaine@town.arlington.ma.us)>  
Date: Wed, 30 Mar 2022 18:34:43 +0000 (UTC)  
Subject: Re: Parking Budget

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Sandy

I actually caught the addition errors and redid the schedule I also added a recap of the funds available at the end of FY 23.

Did the Selectmen add Chestnut Street to the parking district, or where does that stand at this time?

I hope to get this approved by the FINCOM, tonight if we have time.

Brian  
617-308-7855

**PLEASE NOTE NEW ADDRESS AND PHONE NUMBERS EFFECTIVE JUNE 20, 2021**

Brian S Beck Inc.  
[200 Summit Drive, Ste 210](#)  
[Burlington, MA 01803](#)  
617 723-2446 (OFC) 617 941-6149 (FAX)

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-----Original Message-----

From: Sandy Pooler <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>  
To: Sandy Pooler <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>; [bsbcpa@aol.com](mailto:bsbcpa@aol.com); Julie Wayman <[JWayman@town.arlington.ma.us](mailto:JWayman@town.arlington.ma.us)>; [tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)  
Cc: Adam Chapdelaine <[AChapdelaine@town.arlington.ma.us](mailto:AChapdelaine@town.arlington.ma.us)>  
Sent: Wed, Mar 30, 2022 12:03 pm  
Subject: Re: Parking Budget

REDO. Adam noticed some of the numbers were on the wrong line.  
Here is a redo.

-----  
**Sandy Pooler**  
Deputy Town Manager/Finance Director  
Town of Arlington  
[730 Massachusetts Avenue](#)  
[Arlington, MA 02476](#)  
(781) 316-3002

*Arlington values equity, diversity, and inclusion. We are committed to building a community where everyone is heard, respected, and protected.*

From: "Sandy Pooler" <[SPooler@town.arlington.ma.us](mailto:SPooler@town.arlington.ma.us)>

To: "[bsbcpa@aol.com](mailto:bsbcpa@aol.com)" <[bsbcpa@aol.com](mailto:bsbcpa@aol.com)>, "Julie Wayman" <[JWayman@town.arlington.ma.us](mailto:JWayman@town.arlington.ma.us)>, "[tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)" <[tarawbradley@gmail.com](mailto:tarawbradley@gmail.com)>

Cc: "Adam Chapdelaine" <[ACHapdelaine@town.arlington.ma.us](mailto:ACHapdelaine@town.arlington.ma.us)>

Date: Wed, 30 Mar 2022 11:59:40 -0400

Subject: Parking Budget

Hi Brian,

I reformatted the Parking budget document and have attached it for tonight's discussion, in case you want to use it. Same information, but without the extraneous red comments.

Sandy

-----  
**Sandy Pooler**

Deputy Town Manager/Finance Director

Town of Arlington

[730 Massachusetts Avenue](#)

[Arlington, MA 02476](#)

(781) 316-3002

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Sent from Gmail Mobile

**Attachments:**

File: [ATT00002.txt](#)

Size: 6k

Content Type: text/plain

File: [ATT00003.html](#) (Shown Inline)

Size: 26k

Content Type: text/html

**From:** Anne Goodwin <annegoodwin@comcast.net>  
**To:** "tbradley@town.arlington.ma.us" <tbradley@town.arlington.ma.us>  
**Cc:** Alicia Russell <aliciakrussell@gmail.com>  
**Date:** 03/29/2022 01:00 PM  
**Subject:** Materials Regarding Article 16; Leaf Blowers

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### To the Finance Committee:

Proposed Warrant Article 16 (draft attached) would likely result in modest costs to the Town of Arlington. (Please note that Town Counsel is currently reviewing this article and Selectboard is expected to vote on it on Wednesday evening, so the final language may not be available at the time of our scheduled hearing at 9 pm the same night.)

**1. The Department of Public Works and Facilities Department** would need to replace their inventory of gas-powered leaf blowers with electric models by March 15, 2025. The estimated life of a gas powered leaf blower in municipal use is two years. The Town might acquire this equipment over more than one year, and the Facilities Department has already replaced some gas blowers with electric. Currently, electric blowers are similar in price to gas powered ones. Electric leaf blowers are less expensive to operate and maintain, and the costs are more predictable as they do not rely on the changing price of gas and oil. We have reached out to Mike Rademacher at the DPW and Jim Feeney for the Facilities Department to learn more detail on what budget impact they anticipate.

### **2. Permits would be required for Landscape companies**

Because excessive noise and pollution caused by gas-powered leaf blowers is a public health issue, and because the Board of Health already has online forms for permits and complaints related to public health, the warrant article proposes having the Board of Health responsible for permits and complaints, as outlined below. Landscape companies could apply for permits via Board of Health form. Note: the Board of Health already oversees a number of permits & complaints See [Board of Health permits](#)

When applying online for a permit, the landscape company would indicate the number of vehicles it uses. Each permit would come with stickers, one for each of the company's vehicles to be affixed to each vehicle, and downloadable information to be given to all workers (available in English, Spanish, Portuguese) Cost of the permit to the landscape company would be \$25.

NOTE: Permit, license or operations plan is required in the following towns: [Newton](#) - permit required. It can be revoked if +2 violations; not having a permit gets a fine; [Brookline](#), [Cambridge](#) license required; [Somerville](#)- must submit operations plan.

**3. Enforcement/Complaints** Complaints would be managed via the Board of Health complaint form. The Board of Health already oversees a

number of complaints. See BOA [Complaint form](#)

**4. Educational materials would need to be produced and distributed to residents and landscape companies.**  
These might take the form of a flyer inserted in a Town mailer, handed out with permits, and with violation notices. Education could also be spread via electronic notice.

We hope this information will be helpful. We look forward to speaking with you.

Anne Goodwin and Alicia Russell  
Quiet, Healthy Arlington

**Attachments:**

File: <a href="#">ATT00002.html</a> (Shown Inline)	Size: 11k	Content Type: text/html
File: <a href="#">PROPOSAL FOR TRANSITIONING TO ELECTRIC POWERED LEAF BLOWERS IN ARLINGTON.docx</a>	Size: 17k	Content Type: application/vnd.openxmlformats-officedocument.wordprocessingml.document

**PROPOSAL FOR TRANSITIONING TO ELECTRIC POWERED LEAF BLOWERS IN ARLINGTON****ARTICLE 16**

Prepared by Quiet, Healthy Arlington

quiethealthyarlington@gmail.com

**Definitions**

- **Leaf blower** is defined as any powered machine used to blow leaves, dirt, and other matter by forced air for landscape maintenance.
- **Gas powered leaf blower** is defined as a leaf blower powered by gas or gas and oil.
- **Electric leaf blower** is defined as a leaf blower powered by attaching a cord to an electricity source or by rechargeable batteries.
- **Commercial landscaper** is defined as a person or entity that receives compensation to utilize landscaping equipment on another's property.
- **Resident** shall mean the legal owner of record of real property, as listed by the tax assessor's records, operating on their own property; tenants operating on the property for which they hold a lease; and condominium associations operating on condominium property.
- The **Town** shall mean the Town of Arlington, operating on municipal property.

**Commercial and Municipal Users****Transition period May 31, 2022- March 15, 2025**

Gas powered leaf blowers may be operated by Commercial Landscape Companies and the Town during the following times:

- Monday–Friday 7:30 am–5:30 pm
- Saturdays 8 am–4 pm
- Use is prohibited on Sundays and Legal Holidays

Electric powered leaf blowers may be operated by Commercial Landscape Companies, and the Town

- The full calendar year
- Monday–Friday 7:30 am–5:30 pm
- Saturdays 8 am–4 pm
- Use is prohibited on Sundays and Legal Holidays

**Phase out for Commercial and Municipal Users March 15, 2025**

- As of March 15, 2025, all use of gas powered leaf blowers by Commercial Landscape Companies and the Town shall be prohibited.
- Exemptions:
  - The Town may use wheeled leaf blowers powered by four-stroke engines for the purposes of clearing the Minuteman Bikeway and other municipal property.
  - The Town may use gas powered leaf blowers under emergency conditions.

## **Residents**

### **Transition period May 31, 2022- March 15, 2026**

- Gas powered leaf blowers may be operated by residents on their own property
  - March 15-May 31 and Sept 15–Dec 30
  - Mondays through Fridays, 7:30 a.m. and 6:00 p.m
  - Saturdays, Sundays and legal holidays 8:00 am–4:00 pm
- Electric powered leaf blowers may be operated by residents on their own property
  - The full calendar year
  - Monday–Friday 7:30 am–6 pm
  - Saturday, Sundays, and legal holidays 8 am–4 pm

### **Phase Out for Residents March 15, 2026**

- As of March 15, 2026, all use of gas powered leaf blowers by residents shall be prohibited.

## **Enforcement**

- This bylaw shall be enforced by the Board of Health.
- **Permit:** Commercial Landscape Companies must obtain a permit to operate in the Town. The permit shall require the registration of equipment and agreement to abide by this bylaw. The permit must be displayed on the landscaping vehicle. The cost of the permit shall be \$25 per calendar year.
- **Violations** shall be subject to the following penalties:
  - For the first violation on a property in each calendar year, a written warning will be issued, and education on the bylaw will be provided to both the Resident and the Landscaping Company.
  - For the second violation, a fine of \$100 shall be given to both the Resident and the Landscaping Company.
  - Thereafter, the penalty in each calendar year shall be \$200 per violation, without limit, for each succeeding violation.
  - Reporting of Violations:
    - Violations may be reported by any person who observes a gas-powered leaf blower in use in the town with appropriate evidence being provided to support the claim. Once in effect, witnesses to violations may submit a complaint online using the Board of Health Complaint Form. The complaint must include:
      - The name of the company or individual alleged to have used a gas-powered leaf blower
      - The location of the alleged violation
      - The date and time of the alleged violation
      - Any additional identifying information regarding the use of the gas-powered leaf blower
- The complaint form must be submitted within seven days of the alleged violation. All complaints must be signed before any enforcement action will be accepted or an investigation is initiated. Photographic and recorded (video and audio) evidence in support of these citations may be submitted using the form,



but is not required. Investigations into use of a gas-powered leaf blower may take up to 30 business days to be completed.

- Retailers of gasoline-powered leaf blowers will be requested to provide conspicuous notice that gas powered leaf blowers are limited to specific times of use, and after phase-out, that they are prohibited.

THE ARLINGTON HISTORICAL COMMISSION  
WHITTEMORE ROBBINS HOUSE  
ARLINGTON, MASSACHUSETTS 02476  
Menotomy • 1635 West Cambridge • 1807 Arlington • 1867

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March 23, 2022

Charlie Foscett, chair  
Finance Committee  
Town of Arlington, Massachusetts

Dear Mr. Foscett,

Thank you for following up on the request of the Historical Commission to increase our operating budget for FY'23. I will plan to attend the March 30<sup>th</sup> meeting of the Finance Committee to present the status of the FY'22 Arlington Historical Commission budget and our expectations for FY'23.

In 2021-22 the Arlington Historical Commission has held more than triple the number of formal hearings for historic properties, all of which must be advertised and researched. In FY'22 there have been three properties that were in violation of the Town Bylaw that require multiple hearings. This adds up to 4-5 hearings at each of our monthly meetings, including the review of signs in the Arlington Center National Register Historic District, and informal consultations. The hearings have added many hours of meeting time that increases our administrative costs. Commissioners also continue to monitor these properties during construction.

Below is a summary of our request:

**Arlington Historical Commission FY'22 Budget is \$2660.**

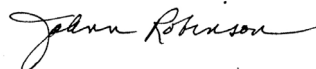
**This fiscal year we expect our expenses to exceed \$5000.**

Fortunately we have a carryover from the last several years to apply to these expenses.

**We request that our budget be increased to \$5000 since the number of hearings remains high.**

I look forward to presenting our request and providing an informed understanding of our budget requirements for FY23.

Best Regards



JoAnn Robinson, co-chair, Arlington Historical Commission

cc: Tara Bradley, executive secretary, Arlington Finance Committee  
Michael Gervais, co-chair, Arlington Historical Commission